

PLANNING BOARD
TOWN OF WILBRAHAM
240 Springfield Street
Wilbraham, Massachusetts 01095

Frederic Fuller, Chairman
Adam Basch
Richard Butler
David Sanders
David Crevier, Associate



John Pearsall, Planning Director
Karen Benoit, Admin. Assistant
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MINUTES OF THE WILBRAHAM PLANNING BOARD
WEDNESDAY, JUNE 6, 2012

In attendance: Frederic Fuller, Chairman
Adam Basch (Departed 7:30 PM)
Richard Butler
David Sanders
David Crevier, Associate

Staff: John Pearsall, Planning Director
Lance Trevallion
Karen Benoit, Administrative Assistant

The meeting was called to order at 7:00 PM by Chairman Fuller.

1. Welcome to David Sanders

The Planning Board welcomed their newest member David Sanders, and Chairman Fuller provided a brief history of the Board and its functions.

2. Approval of Minutes

Chairman Fuller called for a motion to approve the minutes of the May 16, 2012, meeting as submitted.

MOTION (BUTLER, BASCH): To approve the minutes of the May 16, 2012 meeting as submitted.
Approved (4-0).

3. Building Inspector's Report

Building Inspector Lance Trevallion advised the Board that the Building Department has been very active with permits for renovations and repairs as well as some new homes. Mr. Trevallion also reviewed the U.S. Tae Kwon Do's application to the Board of Appeals to amend their special permit and increase the pool size at their location at 28 Stony Hill Road. Mr. Trevallion added that he has been busy collecting unpermitted signs that are placed throughout town.

4. **Miscellaneous Information**

The Planning Board briefly reviewed the following:

A. **PVPC Annual Meeting – Thursday, June 14, 2012 at 6:00 PM**

B. **Attorney General Emergency Regulation – Remote Participation Site Plan Approval, Proposed**

C. **Planning Board Roster**

5. **Resignation Letter of Board Member John Boudreau – May 17, 2012**

The Planning Board reviewed the resignation letter of Board Member John Boudreau dated May 17, 2012 and discussed the need to fill the vacancy. Chairman Fuller stated that there has been a tentative joint meeting scheduled with the Board of Selectmen on June 18th to consider the recommendation of the Planning Board that Associate Member David Crevier be appointed to fill the existing vacancy on the Board. Chairman Fuller also reviewed the protocol for the appointment of a new Associate Member to replace Mr. Crevier.

6. **Reorganization of the Planning Board**

A. **Election of Officers – Chair, Vice-Chair & Clerk**

MOTION (BASCH, FULLER): To elect Richard Butler as Chair to take effect at the conclusion of the meeting. Approved (3-0), Butler abstained.

MOTION (BASCH, BUTLER): To elect Frederic Fuller as Vice-Chair to take effect at the conclusion of the meeting. Approved (3-0), Fuller abstained.

MOTION (BASCH, BUTLER): To elect David Sanders as Clerk to take effect at the conclusion of the meeting. Approved (3-0), Sanders abstained.

B. **Appointment of PVPC Commissioner & Alternate PVPC Commissioner**

MOTION (BASCH, FULLER): To re-elect Richard Butler as PVPC Commissioner. Approved (3-0), Butler abstained.

MOTION (BUTLER, BASCH): To recommend that the Board of Selectmen re-appoint Dean Stroshine as Alternate PVPC Commissioner. Approved (4-0).

C. **Appointment of CPC Representative (3-year Term)**

The appointment of the CPC Representative for a 3-year term was tabled until the next meeting.

7. **Planning Board Decisions**

The Planning Board briefly reviewed the following:

A. **Special Permit (SP12-01) – Kent Pecoy, 17 Peak Road**

B. **Site Plan Approval (SPA12-02) – Wilbraham Insurance, 2361 Boston Road**

8. **Appointment – Anthony Carnevale**

Washington Heights Subdivision – Items for Review and Approval

Anthony Carnevale, owner of A.C. Homebuilding and developer of Washington Heights Subdivision, appeared before the Board to endorse all documents and plans after review and approval by the Planning Board. Planning Director John Pearsall presented a revised list of items for approval and reviewed each of the documents and plans in detail. The Board reviewed the Water Line Plan for Seneca Street, the Temporary Cul-de-Sac Plan and the Washington Heights Definitive Subdivision Plan (11 Sheets). The following legal documents were also reviewed: Washington Heights Subdivision Decision, Certificate of Partial Covenant Release, Open Space Deed (Parcel A), Subdivision Covenant in Lieu of Bond, Storm Water Drainage Easement #1-4, Conveyance of Easement Rights in Streets, Temporary Cul-de-Sac Easement and the Seneca Street and Washington Road Easement. Board Member David Crevier questioned the Water Easement language and suggested that the wording be slightly modified for clarification, to which Mr. Carnevale agreed.

MOTION (BUTLER, SANDERS): To approve all plans and legal documents reviewed as part of the Washington Heights Subdivision, as presented submitted. Approved (3-0).

All documents and plans were endorsed by Board Members Frederic Fuller, Chairman, Richard Butler and David Sanders; Administrative Assistant Karen Benoit acted as Notary Public and witnessed all signatures and endorsements as they were made.

9. **Appointment – Charles Phillips, Vision Task Force & OSRP Committee**

Present: Charles Phillips, Chair, Margie Connell, Judy Theocles, Jeff Smith and Jay Taylor

A. Vision Task Force Update

Charles Phillips reviewed the progress the Vision Task Force is making and the surveys that have been completed, and he stated that Planning Director John Pearsall will attend the next meeting on June 28th. Mr. Phillips reported that Meg Hutchinson is no longer a member and also recommended that newly elected Planning Board Member David Sanders consider nominating a replacement for himself on the Task Force from his voting block. Mr. Sanders responded that the Task Force is shorthanded as it is and that he does not intend to resign. He also stated that because he does not represent the Planning Board while serving on the Task Force, he didn't feel it was a conflict of interest. Mr. Phillips continued by reviewing the various meetings that the Task Force has had with businesses in town and will set up another one in August.

B. Press Release for New Task Force Members

Charles Phillips presented a press release to the Board for their review to announce the need for new members for the Vision Task Force. The Planning Board agreed to post and circulate the press release.

C. Proposed Cedar Ridge PURD Reconfiguration

Chairman Fuller reviewed the history of Cedar Ridge PURD located at 404 Stony Hill Road and potential reconfiguration of the development and the various meetings that were held with the OSRP and members of the Planning Board. Chairman Fuller stated that owner Kent Pecoy had gone through Natural Heritage to determine whether the Town-owned parcel to the left of the property would be feasible to build if "reconfigured" with a portion of Cedar Ridge's property to the rear as requested by the OSRP. Mr. Phillips stated that the OSRP Committee has serious concerns over whether the proposed transaction would be beneficial to the Town. The Board then asked that Mr. Phillips put something in writing outlining the OSRP's position and wishes so it can be reviewed at the next meeting.

10. **Nonsub Plan (12-03) – Land of Palmer, 526 Ridge Road; Land of Dean, 528 Ridge Road**
The Planning Board reviewed Nonsub Plan (12-03) showing a combination of lots located at 526 Ridge Road and 528 Ridge Road into a single lot to remain 528 Ridge Road as presented by Wendy Palmer and Thomas Dean. Mr. Dean stated that he would like to construct a new garage and new driveway on the property and by combining the two preexisting nonconforming lots, the nonconformity will not be increased. The Board had no issues with the plan.

MOTION (BUTLER, SANDERS): To approve Nonsub Plan (12-03), Land of Palmer, 526 Ridge Road, and Land of Dean, 528 Ridge Road, as submitted. Approved (3-0).

Chairman Fuller endorsed the plan.

11. **Set Meeting Schedule**
The Board agreed to the following summer meeting schedule:
- June 27th and July 25th

Having no further business, the meeting was adjourned at 9:50 PM. The Board will reconvene at its next scheduled meeting on Wednesday, **June 27, 2012 at 7:00 PM** in the Selectmen’s Meeting Room.

Submitted:	Approved As To Form And Content:
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Karen Benoit, Administrative Assistant	David Sanders, Clerk
Date: <hr/>	Date: <hr/>